

**Minutes**  
**Board of Health Meeting**  
**Chelan-Douglas Health District**

**February 27, 2012**

Peter DeVries, Chair, called the meeting to order at 4:05 p.m. The Chair, Keith Goehner, Russ Clark, Doug England, Ken Stanton, Frank Collings, and Karen Rutherford provided a quorum.

**Consent Agenda**

**Doug England, Chelan County Commissioner, made a motion to approve the consent agenda that included the January 23, 2012 Board of Health meeting minutes, January Payroll in the amount of \$130,093.03, January Benefits in the amount of \$37,527.48, approval of payment 2012 vouchers No. 20120029 through 20120098 in the amount of \$63,695.07. Ken Stanton, Douglas County Commissioner, seconded the motion and it carried unanimously.**

**Program Update**

Barry Kling, Administrator/Environmental Health Director, reviewed the numeric results of the 2011 Environmental Health Customer Satisfaction Surveys. There were over 200 surveys returned and 93% to 100% scored the EH services within the good to high range.

Bev Neher, Nursing Director, was out ill so the Administrator shared on the Switchboard Quality Improvement project. He explained that all Health District incoming calls are now answered by the Personal Health front office staff. The incoming calls can also be switched to the desks of the personal health program assistant or the administrative associate working on the second floor to serve as backup. They have been given cross training in Environmental Health as well as information sheets regarding which sanitarian covers which program and geographic areas so calls can generally be directed specifically to the staff member responsible or their voicemail. This has freed up more time for the two program assistants in Environmental Health to keep up with their varied responsibilities and better support the Registered Sanitarians.

**Board Discussion**

None

**Public Comment**

Two members of the public commented on the proposed O&M proposal:

**Keith Hightower, Tower Designs, Inc.** emphasized the need for the Health District to provide more oversight of those doing the O&M system inspections. Mr. Hightower also recommended requiring that the O&M system inspectors have liability insurance.

**Eric Stanaway, Tryways,** said that proper training of O&M inspectors (other than the licensed designers) is essential, especially for the inspections done at the time of property sales.

### **New Business**

None

### **Unfinished Business**

Barry Kling, Administrator/Environmental Health Director, presented a brief summary of the discussion from last month on the Operation and Maintenance Proposal and Resolution No. 2012-001. He requested further discussion on the following outstanding issues:

- Whether installers should be permitted to get O&M permits after taking a test and meeting continuing education requirements. Our proposal would allow this and CDHD staff believe it makes sense.
- How to deal with concerns about engineers without appropriate experience who nonetheless are willing to oversee O&M inspections. The staff proposal is to require that engineers be subject to the same testing and educational requirements as installers, since that would assure at least some reasonable level of understanding regarding on-site systems. According to the O&M WAC, local health jurisdictions do have the authority to impose such a requirement on engineers.
- CDHD staff proposes that the fee for O&M testing be the same as the fee for installer's test (\$180) and the annual permit fee also be the same as that for the installer's annual permit (\$120).

**After discussion, Russell Clark, Mayor, Rock Island, made a motion that engineers be required to take a test to qualify for an O&M permit. Keith Goehner, Chelan County Commissioner seconded the motion and it carried unanimously.**

The Administrator/EH Director will move ahead with revisions and will present the O&M proposal for second reading next month.

Last month the Chair directed the Administrator to check into lowering the interest rate on the current real estate contract for the Health District building. Diane Forhan, Associate Administrator, Support Services, said she'll be notified tomorrow if the Health District is approved to reduce the interest rate of the building from 5.6% to 3.75%. If approved, it will reduce the monthly payment by approximately \$400.

### **Reports**

Bev Neher, Nursing Director, was home ill and unable to attend the meeting.

Mary Small, Associate Administrator, Community Health and Preparedness, reported that the number of influenza cases remains low locally and throughout Washington State.

She reported good news on the federal funding. We are expecting flat or slightly increased PHEPR funding for next year.

She is also working on the final draft of the 2011 Annual Report.

Diane Forhan, Associate Administrator, Support Services, reported that the January revenue and expenses were in line with the 2012 budget. Also the State Audit is due to start March 5, and Board of Health members will be invited to attend the entrance conference.

Barry Kling, Administrator/Environmental Health Director, reported that he is working with staff on quality improvement for EH programs.

The Administrator found out today that the Health District got a small Robert Wood Johnson grant that will permit him to work with UW, DOH and state public health leaders from several other states to expand the Activities and Services Inventory he helped develop in Washington State.

**Executive Session:**

Ken Stanton, Douglas County Commissioner, made a motion to go into executive session at 4:52 p.m. to discuss labor negotiations for 15 minutes under RCW 42.30.140 (4) (a).

The regular meeting reconvened at 5:05 p.m.

**Adjournment**

**Ken Stanton, Douglas County Commissioner, made a motion to adjourn the meeting at 5:06 p.m. Karen Rutherford, Wenatchee City Council, seconded the motion and it was unanimously approved.**

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Peter DeVries, Chair